

# Hodgkins Library Meeting

## Regular Meeting Minutes

### February 18, 2019

The meeting was called to order at 7:01 PM by Lisa Carson.

Present: Sharon Wells, Susan Cappa, Joe Young, Stephanie DaSilva, Lisa Carson, Rose Marie Lopez  
Also Present: Victoria Tracy, Director, Elizabeth Attard, Louis F. Cainkar Ltd., Joe Lightcap, Baker Tilly.

Motion to approve minutes January 18, 2019 Regular Board Meeting. Motioned by: Mrs. Carson, Seconded by Mrs. DaSilva. Voting Ayes: Mrs. Wells, Mrs. Cappa, Mr. Young, Mrs. DaSilva, Mrs. Carson, Mrs. Lopez.

#### **Public comments**

None

#### **Financial Report**

Motion to approve the financial report as presented by Joe Lightcap from Baker, Tilly, Virchow Krause as presented. Motioned by: Mrs. Carson, Seconded by Mr. Young. Voting Ayes: Mrs. Wells, Mrs. Cappa, Mr. Young, Mrs. DaSilva, Mrs. Carson, Mrs. Lopez.

#### **Attorney's Report**

None

#### **President's Report**

None

#### **Director's Report**

The Circulation Statics for the month of January: 5 users added, 1887 check outs, 1962 check ins, 806 ILL sent, 276 ILL received. With the temperature dropping through the month the library was able to sustain being open even with some heating and electrical issues. On February 8 there was a prong stuck in an outlet, a breaker was reset but a fuse needed to be replaced. This prevented 3 safety lights on the west side of the building to be illuminated.

#### **New Business**

Motion to appoint Adriana Romano to the Hodgkins Library Board. Motioned by: Mrs. Carson Seconded by: Mr. Young. Voting Ayes: Mrs. Wells, Mrs. Cappa, Mr. Young, Mrs. DaSilva, Mrs. Carson, Mrs. Lopez.

Motion to approve Park District Landscaping proposal as presented. Motioned by Mrs. Carson. Seconded by Mrs. Wells. Voting Ayes: Mrs. Wells, Mrs. Cappa, Mr. Young, Mrs. DaSilva, Mrs. Romano, Mrs. Carson, Mrs. Lopez.

Motion to approve disposal of Kyocera photocopier. Motioned to recycle copier by Mrs. Carson. Seconded by: Mr. Young. Voting Ayes: Mrs. Wells, Mrs. Cappa, Mr. Young, Mrs. DaSilva, Mrs. Romano, Mrs. Carson, Mrs. Lopez.

Motion to approve website proposal as presented. Motioned by: Mrs. Carson, Seconded by: Mrs. Cappa. Voting Ayes: Mrs. Wells, Mrs. Cappa, Mr. Young, Mrs. DaSilva, Mrs. Romano, Mrs. Carson, Mrs. Lopez.

Motion to approve staff attendance Reaching Forward seminar on May 3<sup>rd</sup> with a cost of \$750.00. Motioned by: Mrs. Carson, Seconded by: Mrs. Wells. Voting Ayes: Mrs. Wells, Mrs. Cappa, Mr. Young, Mrs. DaSilva, Mrs. Romano, Mrs. Carson, Mrs. Lopez.

Motion to approve closing the library on May 3, 2019 for a staff development day. Motioned by: Mr. Young, Seconded by: Mrs. DaSilva. Voting Ayes: Mrs. Wells, Mrs. Cappa, Mr. Young, Mrs. DaSilva, Mrs. Romano, Mrs. Carson, Mrs. Lopez.

A discussion was had regarding the building project. Mrs. Cappa suggested if we are going to move forward with the project that we plan to do all we wanted to do. Mrs. Cappa also mentioned she would be available for the board if they would like her input. Ms. Tracy also stated the library would benefit from issues we have experienced in the past with this renovation of our library.

Motion to adjourn at 7:43 p.m. Motioned by Mr. Carson, Seconded by Mr. Young. Voting Ayes: Mrs. Wells, Mrs. Cappa, Mr. Young, Mrs. DaSilva, Mrs. Romano, Mrs. Carson, Mrs. Lopez.

Next Regular Meeting, Monday, March 18, 2019.

Respectfully Submitted by:

Rose Marie Lopez  
Rose Marie Lopez, Secretary